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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Records Disposition Branch, MS/RMS      DATE: 25 June 1959

FROM : Chief, Disposal, Records Center

SUBJECT: Request For Authorization To Destroy Certain Records in Records Center

1. At the present, the Records Center is holding material accumulated as functional records of the Records Center, but have become inactive and are now retired under job numbers. Included in this material are two jobs containing four cubic feet of inactive Classified Courier Receipts and Classified Document Receipts dating from 1950 through 1955.

2. Inasmuch as the Records Center is not covered by the existing Records Control Schedule of Management Staff, it is requested that authorization for the destruction of these records be given based on Management Staff memorandum dated 27 June 1958.



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